

(ter info van en met dank aan Mevr. Carine Devolder – Het Perspectief)

Evaluation Form - How was the Event?

Date and place

NAME OF THE ORGANISATION

FUNCTION WITHIN THE
ORGANISATION

Every person who joined the meeting should fill in the evaluation form.

Example:

'Quality of the transnational partnership' (2.1)

This performance indicator is concerned with:

- *The extent to which each partner contributes to the event*
- *The evidence of partners sharing roles and responsibilities during the event*

A performance meriting Level 4 would be illustrated by:

1. Each partner plays a role in the preparation and delivery of the event according to an agreed prior division of roles and responsibilities
2. There is clear evidence of a collaborative approach with strong team work

A performance meriting Level 2 would be illustrated by:

1. There is a lack of clarity in the partners' division of roles and responsibilities and consequently there may be evidence of a failure to contribute as required
2. Where problems have arisen, there is a lack of commitment to finding a mutually acceptable compromise

If you give 1 or 2, please explain why and if it is possible give an advice, using the remark lines!